



2010 CDC

# Project Management Summit

## Overarching Roles of Critical Partners In A Project

9:30 – 10:00

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U.S. Department of Health and Human Services

Centers for Disease Control and Prevention

# Critical Partners



- Acquisition Management
- Budget
- Capital Planning and Investment Control (CPIC)
- Enterprise Architecture (EA)
- Finance
- Human Resources
- Information Security
- Performance (the Business Owner)
- Section 508
- Others as defined by National Centers/Offices
  - Records Management
  - Health Scientists
  - Epidemiologist

# Critical Partners Responsibilities

## Acquisition Management

- To ensure the project plans and adheres to the Federal Acquisition Regulation, HHS Department and CDC acquisition policies and procedures, and successful business practices

## Budget

- To ensure that adequate financial resources have been identified and is available and that there is a realistic budget to accomplish planned work

## Capital Planning and Investment Control (CPIC)

- To review IT business case and project deliverables to ensure compliance with CPIC policies and procedures
- To provide guidance to project managers regarding the overall project management requirements of EPLC and CPIC
- To coordinate other Critical Partners in the preparation and review during Stage Gates

# Critical Partners Responsibilities

## Enterprise Architecture (EA)

- To ensure that IT projects provide demonstrable alignment with CDC architecture principles, business processes, and technical architecture

## Finance

- To ensure the project's financial needs are adequately identified and planned
- To ensure any of the project's financial management components interact with financial systems in such a way as to ensure compliance with financial standards and regulations

## Human Resources

- To ensure the project has the skills and competencies necessary to accomplish the business objectives
- To ensure human resource and union issues that may affect a project's progress are addressed in an appropriate manner

# Critical Partners Responsibilities

## Performance (the Business Owner)

- To identify the business needs and the performance measures to be satisfied by their projects
- To ensure their projects achieve the mission, strategic and operational business needs of CDC while meeting the business need
- To provide the overall financial and management responsibility

## Section 508

- To ensure the project design and any associated contracts contain all of the accessibility requirements
- To ensure issues related to accessibility are identified and addressed prior to implementation

# Critical Partners Responsibilities

## Information Security

- To ensure projects demonstrate that the appropriate planning and budgeting for the appropriate IT privacy and security controls are explicitly incorporated into the life cycle
- To ensure if requirements reflect alignment with established information security standards including FIPS-199 Categorization and Accreditation Boundary
- Determine if Plan of Objectives & Milestones and Authority to Operate if complete

## Others as defined by National Centers/Offices

- Records Management
- Health Scientists
- Epidemiologist

# Two Groups of Critical Partners

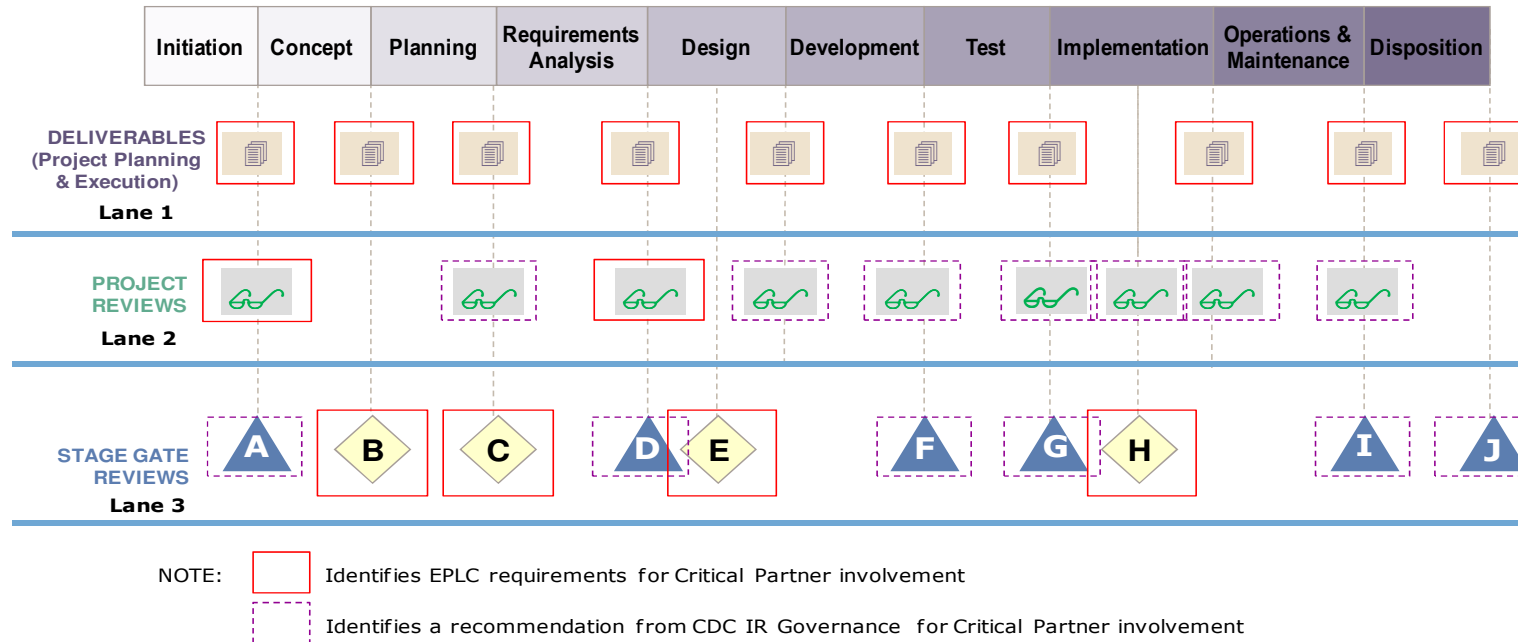
## Enterprise

- Reviews **Investments** on annual basis as a part of the Capital Planning & Investment Control processes
- Provides leadership and guidance to National Center & Office Critical Partners to ensure consistency across CDC

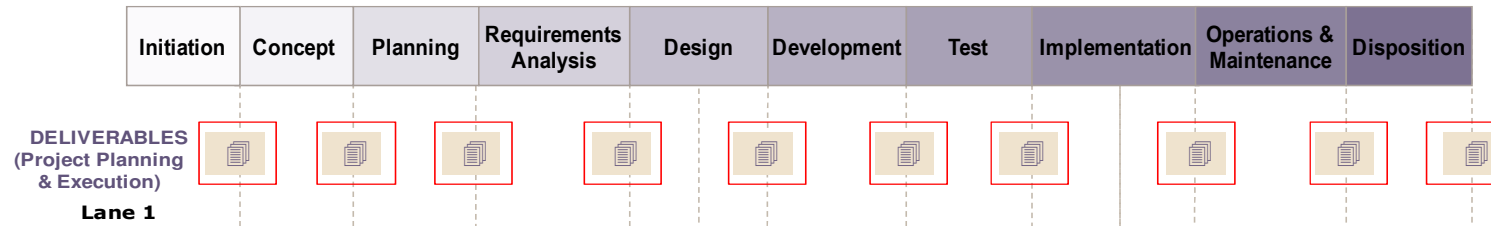
## National Center/Office

- Participates in all phases and activities of a **Project**
  - **Planning**
  - **Project Execution**
- Participates in Project Reviews as appropriate to their respective areas
- Provides recommendations to the IR Governance body conducting Stage Gate Reviews

# National Center/Office Critical Partners

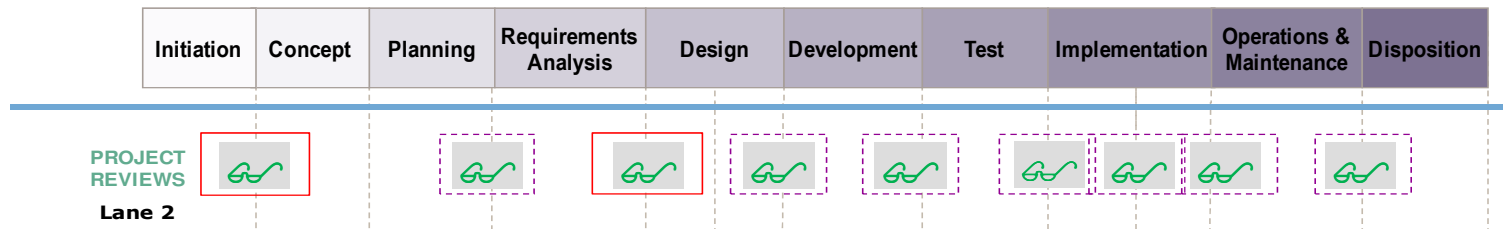


# National Center/Office Critical Partners



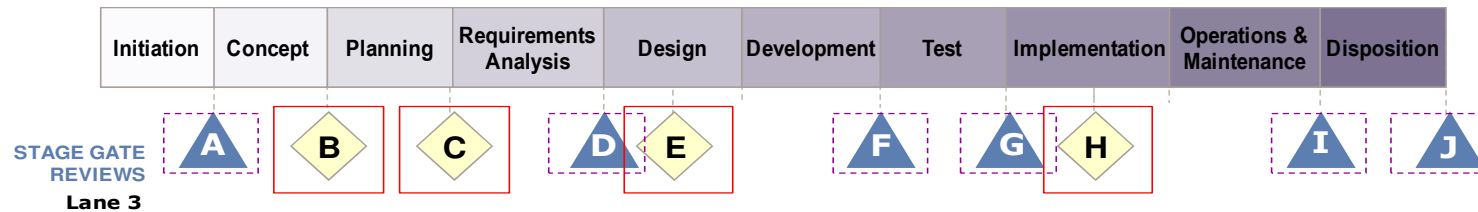
- **Actively engaged all Phases & all Deliverables**
- **Members of the Integrated Project Team**
  - Provides project requirements from respective areas at the earliest possible point in the project
  - Provides input on degree of management rigor considering the size of the project, level of technical risk, complexity, and criticality to the CDC mission

# National Center/Office Critical Partners



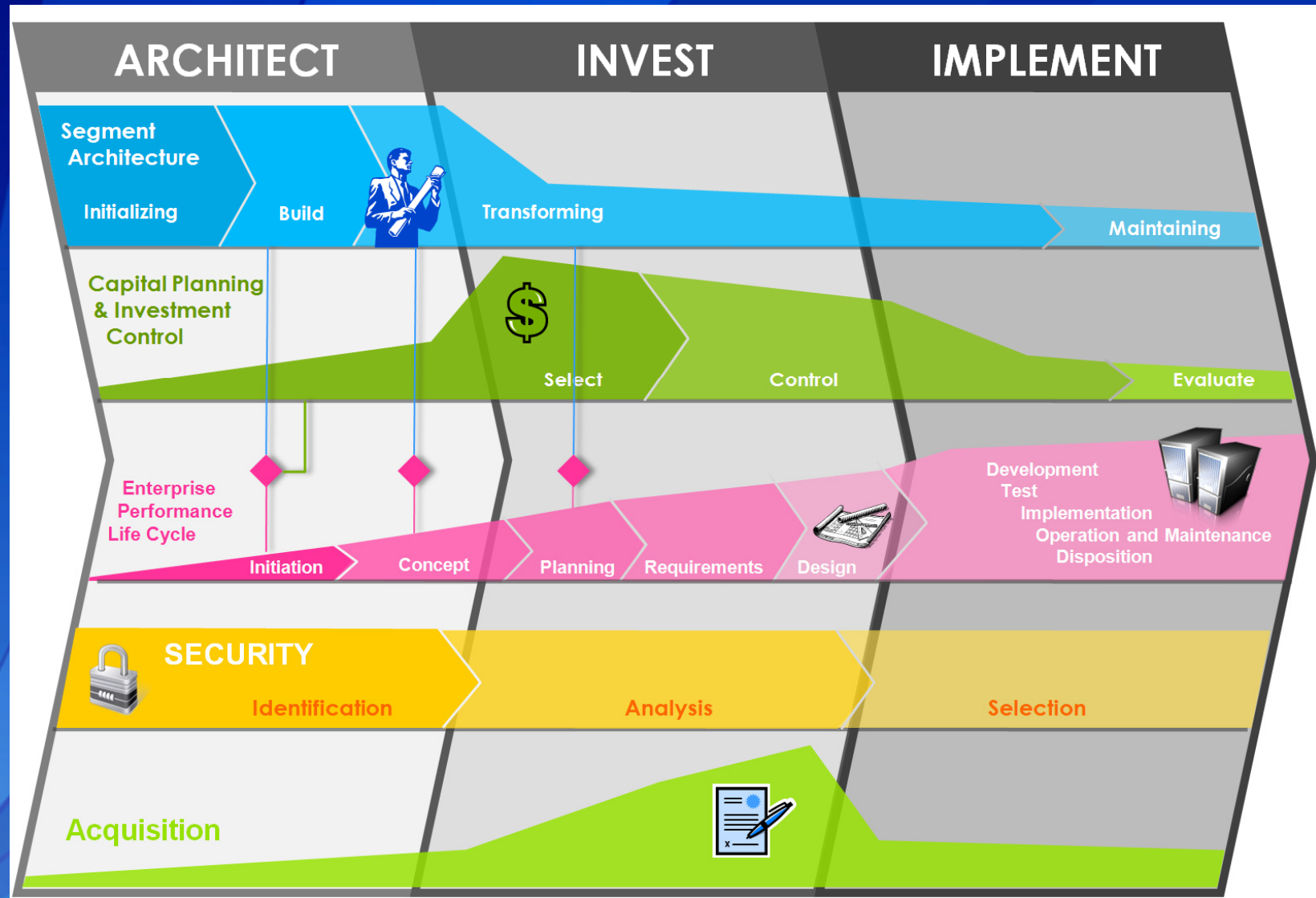
- EPLC requires Critical Partners to participate in the **Architecture Review** [Initiation Phase] and **Requirements Review** [Requirements Analysis Phase]
- National Centers may also require Critical Partner participation in some or all of the other project reviews
- CDC IR Governance recommends Critical Partners participate in all reviews

# National Center/Office Critical Partners

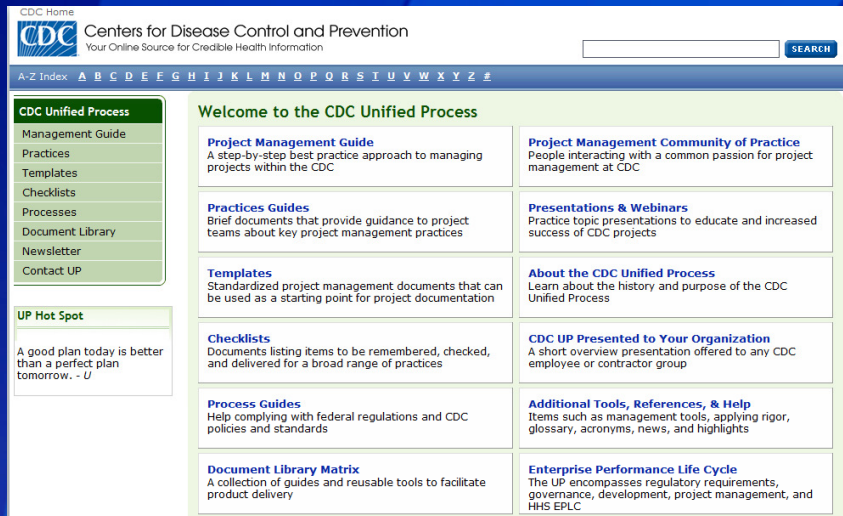


- EPLC requires Critical Partners to participate in the **Project Selection, Project Baseline, Preliminary Design & Operational Readiness** Stage Gate Reviews
  - Reviews the deliverables and works with the project team to resolve issues
  - Provides recommendations to IR Governance for the decision to advance to the next phase
- National Centers may also require Critical Partner participation in some or all of the other Stage Gate reviews
- CDC IR Governance recommends that Critical Partners participate in all Stage Gate Reviews

# EPLC Resource Planning



# Resources Available for National Center/Office Critical Partners

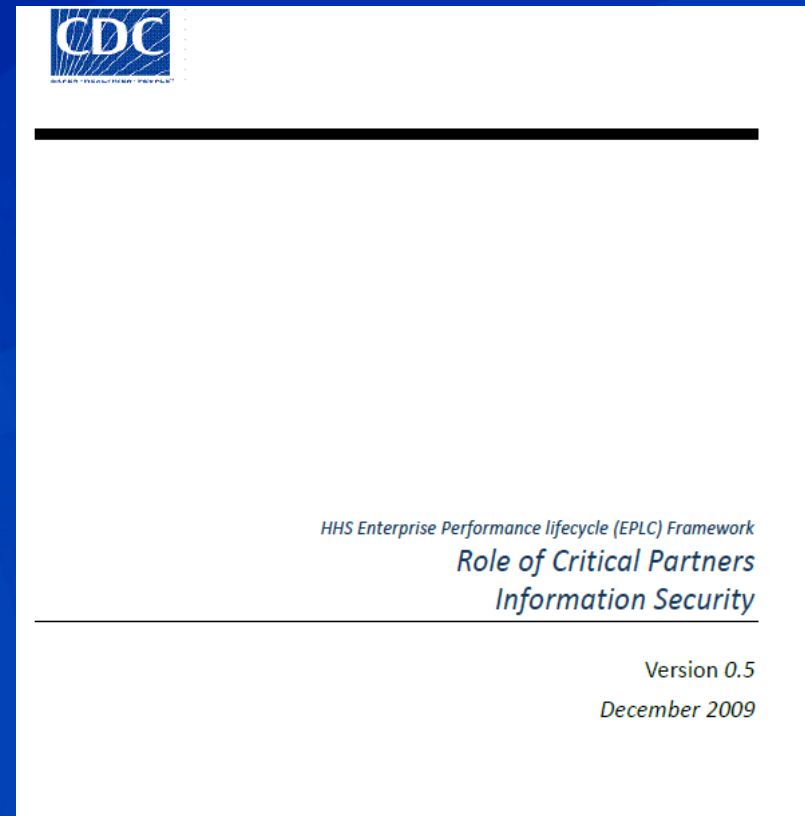


CDC Unified Process [[www.cdc.gov/cdcup](http://www.cdc.gov/cdcup)]



Enterprise Critical Partners

## Critical Partner Manuals



# CDC Enterprise Critical Partners

Functional Area	Individual(s)
Acquisition Management	Terrance Perry, Gary Sentelle
Budget	Daniel Hardee
Capital Planning & Investment Control	Sandra McGill
Chief Technical Officer	Jaspal Sagoo
Enterprise Architecture	Mike Perry, John Fitzpatrick
Finance	Daniel Hardee
Human Resources	Angelia Jarrard
Performance	<i>Under review</i>
Section 508	Mark Urban
Information Security	Joseph Domingue

## Summary

- Critical Partners help ensure that IT projects are planned and implemented in a manner that meets all requirements and business needs
- Critical Partners provide advice to project managers and business stewards/owners throughout the life of a project
- Critical Partners conduct detailed reviews for IR Governance



